

Dissemination 2

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Office Memorandum • UNITED STATES GOVERNMENT

TO : Assistant Director, OCD *just*

FROM : Assistant Chief, Liaison Division, OCD

SUBJECT: CIA Lectures at the Foreign Service Institute

DATE: 19 October 1950

1. On the whole the individual lectures given at the Foreign Service Institute by CIA personnel were good. They covered the assigned subjects and were partially understandable by those who were completely familiar with the organization and functions of the CIA.

2. It is my belief, however, that the members of the audience (Class 5 and 6, Foreign Service Officers) did not have the necessary background to understand, and were therefore confused and befuddled. The lectures were not logically scheduled and therefore resulted in needless overlapping and duplication.

3. It is recommended that:

- a. CIA lectures be given consecutively, without interspersing them with other lectures.
- b. CIA lectures be organized in logical sequence with a general lecture covering the functions and organization of the CIA as the first lecture. (A chart should be used.) Subsequent lectures should include a full introduction of the speaker, and the organizational location of the subject to be covered.
- c. All speakers should be familiar with the ground being covered by the other CIA speakers. This could best be done, if time permits, by having a dress rehearsal of the entire CIA lecture series.

Make a CIA lecture file & keep this for archive. WJS

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